

How to object to your summary rating

A summary rating is a document issued by the Disability Evaluation Unit that turns a doctor's report about your injury into a permanent disability rating. Summary ratings are given out after all qualified medical evaluator (QME) exams and after treating doctor exams, when requested. See I&A guide 2 for more information on requesting a QME exam.

Complete this form if you believe your summary rating is wrong.

There are only four reasons to file this request, so follow the instructions carefully. If your reason isn't within one of the four, your request will be denied and your case will be delayed. Disagreeing with the QME or your doctor's conclusion is **not** a reason to object to the summary rating.

You must submit your request within 30 days of receiving the rating.

Along with the form, attach copies of:

1. The summary rating determination
2. The QME or your doctor's report
3. Any other information that supports your request.

Keep a copy of the request for your records and send the original to:

Administrative director
Division of Workers' Compensation
P. O. Box 420603
San Francisco, CA 94142
Attn: Summary rating reconsideration

You must complete the proof of service at the bottom of the form (instructions on the back) and you must send a copy to the insurance company.

If you need help, call an Information and Assistance (I&A) office, or attend a workshop for injured workers. The local I&A phone numbers are listed on the back of this guide. You can get information on a local workshop from the I&A office or on the Web at www.dir.ca.gov/dwc.

The information contained in this guide is general in nature and is not intended as a substitute for legal advice. Changes in the law or the specific facts of your case may result in legal interpretations different than those presented here.

DIVISION OF WORKERS' COMPENSATION DISTRICT OFFICES

ANAHEIM, 92801-1162

1661 N. Raymond Ave., Suite 202
Information & Assistance Unit **(714) 738-4038**

BAKERSFIELD, 93301-1929

1800 30th Street, Suite 100
Information & Assistance Unit **(661) 395-2514**

EUREKA, 95501-0481

100 "H" Street, Suite 202
Information & Assistance Unit **(707) 441-5723**

FRESNO, 93721-2280

2550 Mariposa Street, Suite 4078
Information & Assistance Unit **(559) 445-5355**

GOLETA, 93117-3018

6755 Hollister Avenue, Suite 100
Information & Assistance Unit **(805) 968-4158**

GROVER BEACH, 93433-2261

1562 W. Grand Avenue
Information & Assistance Unit **(805) 481-3380**

LONG BEACH, 90802-4339

300 Oceangate Streets, Suite 200
Information & Assistance Unit **(562) 590-5240**

LOS ANGELES, 90013-1105

320 West 4th Street, 9th Floor
Information & Assistance Unit **(213) 576-7389**

MARINA DEL REY, CA 90292

4720 Lincoln Blvd. 2nd floor
Information & Assistance Unit **(310) 482-3858**

OAKLAND, 94612-1402

1515 Clay Street, 6th Floor
Information & Assistance Unit **(510) 622-2861**

OXNARD, 93030

2220 East Gonzales Road, Suite 100
Information & Assistance Unit **(805) 485-3528**

POMONA, 91766-1601

732 Corporate Center Drive
Information & Assistance Unit **(909) 623-8568**

REDDING, 96001-2796

2115 Civic Center Drive, Suite 15
Information & Assistance Unit **(530) 225-2047**

RIVERSIDE, 92501-3337

3737 Main Street, Suite 300
Information & Assistance Unit **(951) 782-4347**

SACRAMENTO, 95825-2403

2424 Arden Way, Suite 230
Information & Assistance Unit **(916) 263-2741**

SALINAS, 93906-2204

1880 North Main Street, Suites 100 & 200
Information & Assistance **(831) 443-3058**

SAN BERNARDINO, 92401-1411

464 West Fourth Street, Suite 239
Information & Assistance Unit **(909) 383-4522**

SAN DIEGO, 92108

7575 Metropolitan Drive, Suite 202
Information & Assistance Unit **(619) 767-2170**

SAN FRANCISCO, 94102-7002

455 Golden Gate Avenue, 2nd Floor
Information & Assistance Unit **(415) 703-5020**

SAN JOSE, 95113-1482

100 Paseo de San Antonio, Suite 241
Information & Assistance Unit **(408) 277-1292**

SANTA ANA, 92701-4070

28 Civic Center Plaza, Suite 451
Information & Assistance Unit **(714) 558-4597**

SANTA ROSA, 95404-4760

50 "D" Streets, Suite 420
Information & Assistance Unit **(707) 576-2452**

STOCKTON, 94202

31 East Channel Street, Suite 344
Information & Assistance Unit **(209) 948-7980**

VAN NUYS, 91401-3373

6150 Van Nuys Blvd., Suite 105
Information & Assistance Unit **(818) 901-5374**

REQUEST FOR RECONSIDERATION OF SUMMARY RATING BY THE ADMINISTRATIVE DIRECTOR

This form may be used by an unrepresented employee or his or her employer to request that the Administrative Director determine whether a permanent disability rating issued by the Disability Evaluation Unit should be reconsidered pursuant to Labor Code Section 4061(k).

A request for reconsideration may be granted if it is shown that the Qualified Medical Evaluator (QME) or Treating Physician (TP) has failed to address all issues, failed to completely address issues, failed to follow the procedures promulgated by the Industrial Medical Council (IMC), or if the rating was incorrectly calculated. This procedure is applicable only to injuries occurring on or after 1/1/91. Please verify that you sent a copy of this request to the other party (employee or claims administrator) by filling out the proof of service below after reading the instructions on the reverse side.

This request must be submitted within thirty (30) days of receipt of the rating.

SEND TO: Administrative Director
Division of Workers' Compensation
Attn: Summary Rating Reconsideration
P.O. Box 420603
San Francisco, CA 94142

INCLUDE: (1) This completed form;
(2) A copy of the **Summary Rating**;
(3) A copy of the **Qualified Medical Evaluation (QME) or Treating Physician (TP) report**;
(4) Other information supporting the request.

Employee Name:		Disability Evaluation Unit File Number:	
Employee Address:		Employer/Insurer Claim Number:	
Employer/Adjusting Agency:		Employee's Social Security Number:	
Employer/Adjusting Agency Address:		Date of Injury:	

REASON(S) FOR REQUEST: (Check reason and explain below. Attach additional sheets if necessary.)

- ☐ QME/TP failed to address all issues ☐ QME/TP failed to completely address issues
☐ IMC procedures not followed by QME/TP ☐ Rating was incorrectly calculated

Explanation: _____

Reconsideration of Summary Rating is being requested by: _____
(Injured worker/Employer/Claims Adjusting Agency)

PROOF OF SERVICE BY MAIL (Instructions on Reverse)

On _____ I served a copy of this Request for Reconsideration of Summary Rating on
(date)
_____ at _____ by placing
(name of **employee** or **claims administrator**) (address)

a true copy enclosed in a sealed envelope with postage fully prepaid, and deposited in the U.S. Mail. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature _____

INSTRUCTIONS FOR COMPLETING THE PROOF OF SERVICE BY MAIL

Complete the Proof of Service By Mail on the reverse side as follows:

PROOF OF SERVICE BY MAIL

(SAMPLE)

On #1 I served a copy of this Request for Reconsideration of Summary Rating on
(date)
 #2 at #3 by placing
(name of **employee** or **claims administrator**) (address)

a true copy enclosed in a sealed envelope with postage fully prepaid, and deposited in the U.S. Mail.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature #4

- 1) List on line #1 the date on which you mailed this form.
- 2) If you are the Injured Employee, list on line #2 the name of the Insurance Carrier or Claims Adjusting Agency handling your case. If you are the Insurance Carrier/Claims Adjusting Agency, list the name of the Injured Employee.
- 3) List on line #3 the mailing address for the Insurance Carrier/Claims Adjusting Agency or Injured Employee you listed on line #2.
- 4) Sign your name on line #4.